

Notice of Proposed Sole Source Procurement

State of Utah
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Date Posted: January 30, 2006

Due Date for
Comments: February 6, 2006
at 5:00 pm

The Utah Procurement Code provides that a procurement may be made without competition when there is only one source for the required supply or service. Therefore, a "sole source" procurement is justified if there is only one product or service that can reasonably meet the state's need and there is only one vendor who can provide the product or service.

The Division of Purchasing has received a request to make the following sole source procurement.

Requesting Agency: **Department of Natural Resources, Division of Parks and Recreation**

Product and/or service to be purchased: **Half time Coordinator for the Utah Site Stewards Program at Edge of the Cedars State Park**

Proposed Sole Source Supplier: **William Downey**

Sole Source Justification: **The coordinator recruits, trains, schedules and manages volunteers for the program, keeps accurate records of site visits, hours, sites, and agencies served, and processes and distributes records to appropriate agency staff. He participates as a site steward and works with the museum curator of education to design programs to enhance site steward knowledge, and inform the public. He attends regional conferences as funding allows, promotes the program and acts as liaison between agency personnel and EOC museum staff and reports to museum director who acts as supervisor to the program on site at the museum. The coordinator is responsible for writing annual reports to agencies served by the program and to grantors. The reports will itemize expenses and discuss projects, events, trainings, volunteer hours, and the number**

orf cultural sites monitored. The coordinator will work with museum director and agency personnel to seek additional funding sources. Mr. Downey is the only individual/company who possesses the experience with pre-historic cultures of the Four Corners, specifically southeast Utah, artifact types, site types, and pottery sequences, demonstrating competence with archaeological methods, and an understanding of factors leading to site deterioration to successfully perform all of these duties.

If for any reason any party does not agree with the proposed sole source procurement, please email **Roselle Miller** in the Utah Division of Purchasing at **rwmiller@utah.gov** prior to the "Due Date for Comments" indicated above.